

Time being 7:00 p.m. **September 16, 2013**, Paul Mullins opened the meeting of the Foxborough Board of Health, under the Open Meeting Laws of the State of Massachusetts. Paul Mullins-Chairman presiding, Paul Steeves-Vice-Chairman are present. Also present Pauline Clifford, Health Director.

7:00 p.m. **SAGA – Steven Lin and John Roberts – HACCP Plan** – The Health Director informed the Board that SAGA is a new restaurant opening an establishment at Patriot Place and that they were coming before the Board this evening to discuss items still needed before their opening.

The Health Director gave SAGA policies, procedures and guidance information on using application to make cooked rice a non-potentially hazardous food, general guidelines for the safe preparation of sushi and the evaluation tool for acidified rice HACCP Plans. The Health Director further stated that the Food Sanitarian sent SAGA an E-Mail on August 16, 2013 supplying them with the DPH website which would give them a listing of what was needed for their HACCP Plan. The Board stated that there are consulting firms SAGA could hire to help them with their HACCP Plan if needed. Their HACCP Plan was incomplete. Fees still need to be paid along with the list of requirements that was E-Mailed to them back in May.

The Board stated that because SAGA will be serving sushi they need to strictly adhere to time logs, have a copy of the USFDA Food Codes on site at all times, etc., and that the Health Department needs to approve all of SAGA's Standard Operating Procedures.

The Health Director stated that the brand of vinegar being used was not included in the plan they submitted as well as who would be preparing the rice, etc. The Health Director informed Mr. Lin and Mr. Roberts that the rice must be sent to a testing lab where it was to be validated and signed off by that lab before permits could be issued. Many items were missing from their HACCP Plan.

Mr. Roberts stated he will get together with the Sushi Chef to get the HACCP Plan completed and submitted to the Board of Health office within a week.

The Board stated that they would be open for a special meeting date to finalize the permits as the next Board of Health Meeting on September 30, 2013 is already full. Once all paperwork is received and reviewed the Health Director will contact the Board.

Mr. Roberts stated they will do the ServSafe, CPR, etc., trainings with all of their employees at the same time. These need to be done before their opening.

The Health Director asked where they would be washing the garbage cans? Mr. Roberts stated that they have a mop sink in the back utility room they would be using for that.

The Health Director stated she would do a walk-thru sometime this week.

7:38 p.m. The Chairman declared the matter of SAGA closed.

7:39 p.m. **Michael Donahue – Blue Grotto Restaurant - Mobile Food Permit –**
Mr. Donahue came before the Board to discuss his application for a Mobile Food permit.

Mr. Donahue stated that he has his own restaurant which will be used as his commissary. He stated that he will be selling his products before and after the games and will be based at WC Motorsports, 59 Washington Street.

The Board stated that the packet Mr. Donahue submitted was very thorough and they had no problems with it.

The Health Director stated his packet is exactly what she required and that the only thing needed was the fee and for his truck to be inspected.

Paul Steeves made a motion to issue a mobile food permit to the Blue Grotto Restaurant based on someone from the office inspecting the truck. Paul Mullins seconded the motion. All in favor, motion passed; 2: yes – 0: no.

7:52 p.m. The Chairman declared the matter of the Blue Grotto Restaurant's Mobile Food Permit closed.

7:55 p.m. **Normandy Farms – Marcia Galvin, Al Daniels and James Nieva, Dunn-McKenzie – Kamper's Kitchen Greywater**

Mr. Daniels explained to the Board that he had put in a mobile kitchen trailer at Normandy Farms this past summer as the old mobile kitchen needed to be replaced. The reason Mr. Daniels is coming before the Board was that a greywater system was needed for the dishwasher and the system was installed without the Board of Health's knowledge and a Letter to Correct was sent.

Mr. Daniels stated he took on more ownership with this project than the past one. Cleanliness was his priority and they have hired a cleaning company to come in once a week to keep things immaculate. The mobile kitchen will just be operating June-August and they are not sure whether they will open it during the spring and fall.

The Board stated their only issue is that the external interceptor is a dedicated plumbing system and should have a 4" vent going into the building and up through the roof and must be cast iron.

The Health Director stated that Mr. Daniels needed to submit the following:

1. Disposal Works Application
2. Installer's Permit Application
3. As Built showing:
 - Swing Ties
 - Engineering Stamp

Distances from the building
Water line to kitchen
Location of leaching basin
Sizing calculations for grease trap
System flow criteria

4. Plumbing Verification

The Board also wants the engineer or Mr. Daniels to review as-builts with this office so the office has an accurate picture of what is on this site.

The Health Director stated that Kevin Duquette, Assistant Health Agent would go out and do the inspection.

8:30 p.m. The Chairman declared the matter of Normandy Farms Greywater closed.

8:30 p.m. **141 Green Street – William Moreshead, Installer – Sieve Analysis in lieu of Perc Test.**

Mr. Moreshead came before the Board to request the use of a sieve analysis in lieu of a percolation test as per 310 CMR 15.405(1)(i).

Paul Steeves made a motion to approve the use of a sieve analysis in lieu of a percolation test due to high groundwater at 141 Green Street. Paul Mullins seconded the motion. All in favor, motion passed, 2: yes – 0: no.

8:40 p.m. The Chairman declared the matter of 141 Green Street closed.

8:41 p.m. Paul Steeves made a motion to approve the **August 19, 2013 Minutes** as written. Paul Mullins seconded the motion. All in favor, motion passed, 2: yes – 0: no.

8:42 p.m. Motion made by Paul Steeves to pay the following bills:

FY 2014	The Arc South Norfolk – September Fees	\$ 812.83
	Pauline Clifford – August Mileage & Phone Bill	\$ 59.61
	Health Care Options Inc. – August Fees	\$2,231.50
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	Kevin Duquette – Mileage	\$ 2.83
	NEHA Class/Membership – Diane Passafaro	\$ 385.00
	EcoLab Probe Wipes (4) Boxes	\$ 39.15
	The Pro's Car Car Complex, Inc. – Car Wash	\$ 19.50
	WB Mason – Office Supplies	\$ 14.67
	Pauline Clifford – Pool Supplies – Class	\$ 40.11

Paul Mullins seconded the motion. All in favor, motion passed, 2: yes - 0: no.

Health Director Updates

Notice from Health Director about green cards/abutter notification approved.

Food Inspector was signed up for a HACCP Plan course.

Maureen Cardarelli as well as Health Care Options Inc., will each have a table at our Health Fair on September 26, 2013 for town employees.

Paul Mullins will participate in the MAHB Certificate Program on November 16, 2013.

Paul Steeves will work on October 26, 2013 for the National Drug Take Back Day, Paul Mullins may also work this.

9:00 p.m. Motion made by Paul Steeves to adjourn. Paul Mullins seconded the motion. All in favor, motion passed, 2: yes – 0: no.

Next meeting scheduled **September 30, 2013.**

Eric Arvedon, Clerk